

## MINUTES

### COMMISSIONERS OF BRIDGEVILLE NOVEMBER 13, 2000 - 7:00 P.M. TOWN HALL

#### I. CALL TO ORDER:

The meeting was called to order by President Jack Dalton. Present: Commissioners Margaret Sipple, Charles Singman, Glenn Miles and Earl Greason. The meeting started with a salute to the flag.

#### AGENDA ADJUSTMENT:

President Dalton introduced Mr. Al Phillips from the Community Development Block Grant Program. The last eight years the program has allotted \$531,823 (55 homes) for this program in Bridgeville. The primary objective of the program is the development of viable urban communities, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income. Out of the funds, 30% goes to infrastructure projects (water and sewer, sidewalks, and etc). Mr. Phillips explained how a homeowner can become eligible for the grant program. The average grant is usually between \$10,000 and \$12,000 for homes. Even though money for repairs is granted to those that qualify, a non-interest bearing lien will be placed on the property. Grant money is distributed on a first-come-basis.

Mr. Phillips stated the hearing information and date was published in the Seaford Star the week of October 26, 2000. Guidelines for applications will be available at the Town Hall, or interested residents may call the Sussex County Community Development and Housing Office in Georgetown.

President Dalton read the Citizen Participation Certificate of Assurance and Resolution No. 00-3. MOTION: Commissioner Sipple made a motion to approve the resolution endorsing the project to be submitted to the Delaware State Housing Authority for funding from the U.S. Department of Housing and Urban Development and authorizing Robert L. Stickels to submit the application. Motion was seconded by Commissioner Greason and carried unanimously.

President Dalton then read the resolution. MOTION: Commissioner Sipple made a motion to approve the resolution pertaining to the participation in the Community Block Development Grant Program. Motion was seconded by Commissioner Miles and carried unanimously.

## **II. APPROVAL OF MINUTES**

The October, 2000 minutes were posted previous to the meeting. There being no corrections or additions the minutes were accepted as presented.

## **III. APPROVAL OF MONTHLY BILLS**

MOTION: Commissioner Miles made a motion to pay bills as presented. Motion was seconded by Commissioner Greason and carried unanimously (see attached).

## **IV. PRESIDENT'S REPORT**

### **A. CORRESPONDENCE**

1. The National Bible Association is sponsoring the interfaith observance of National Bible Week on November 19-26, 2000 at the Waldorf-Astoria in New York City. The chairman of the Mayor's Committee, Mayor Kirk Humphreys of Oklahoma City, is asking the town to issue a proclamation calling for Bible Week observance. President Dalton read a resolution pertaining to the same. MOTION: Commissioner Greason made a motion to issue a proclamation making week of November 11-26, 2000 National Bible Week in the Town of Bridgeville. Motion was seconded by Commissioner Miles and carried unanimously.

2. A letter was received from T.S. Smith & Son pertaining to their annual holiday fruit baskets which are available at this time.

3. A letter was received from General Code Publisher reminding the Commissioners this is the time to submit any additional items or ordinances that might need to be added to our Code Book. President Dalton said the new trash ordinance should be added.

### **B. DEPARTMENT REPORTS**

1. Police (see attached)-Commissioner Singman reported there were 103 traffic arrests and 16 criminal arrests for the month of October. There were three trucks stopped in town during the month. Commissioner Singman said the police department has new uniforms which were purchased through federal grant money. The new uniforms will allow the officers to get away from the New Castle brown and yellow. When the budget allows, any new police vehicles purchased will be silver in color with a blue striping.

2. Wastewater (see attached)-Commissioner Greason reported there was a daily flow of .186 million gallons with a total monthly flow of 5.768 million gallons. The plant has been 25 consecutive months without a N.P.D.E.S. violation. There were two septic haulers for a revenue of \$1,694.

a. On October 25, 2000 WWTP manager, Phillip Mowbray, attended a luncheon for all Delaware Level IV Wastewater Operators at the Delaware Technical and Community College. All operators received a Certificate of Commendation which recognized their contribution to Delaware's nine consecutive quarters with no major compliance violations.

b. Mr. Mowbray is waiting to hear from the E.P.A. Pretreatment Audit concerning recommendations and requirements.

c. Cannon Cold Storage is continuing with construction to upgrade their pretreatment facility. The Town's pretreatment coordinator is advising us on some technical issues relating to their discharge permit.

d. On October 31, 2000 a meeting was held between Pet Poultry Products staff, Town personnel and Commissioner Greason regarding the elimination of their storm water. Prior to the meeting, Pet Poultry had already disconnected four roof leaders from the town sanitary system. Two other areas of storm water were discussed and will be addressed by Pet Poultry Products.

e. The WWTP auxiliary generator radiator has been repaired and is back on line.

f. A new meter was installed at WAWA store which will allow the town to keep track of their discharge.

Commissioner Greason will be meeting this Friday with Greenwood officials and DBF representatives to discuss renegotiations of the sewer agreement. Greenwood currently uses 75% of their 80,000 allocation. A Bridgeville customer pays \$4.69 per thousand gallons to treat their wastewater while each Greenwood customer only pays \$2.75 per thousand gallons. Commissioner Greason stated that at this time we do not receive any industrial waste from Greenwood, but sometime in the future that could happen. There is nothing in the current agreement that addresses that matter. Sometime in the future Bridgeville will probably have to have a nutrient plant, and nothing pertains to that subject in the agreement. Commissioner Greason also stated the sewer sinking fund payment needs to be adjusted. Commissioner Greason read a letter he sent to Mayor Bill Jones of Greenwood.

3. Drinking Water (see attached)-Commissioner Miles reported the daily water supplied for October was 130,000 with 4,160,000 gallons for the month. During August the water department participated in the American Water Works Association Research Foundation Project. The water department plans to flush hydrants at random daily and test for free chlorine at those specific hydrants. Water department personnel are presently in the process of obtaining prices to move the control panel from the Town Hall to the WWTP. Commissioner Miles stated the elevated water storage tank will need painting sometime in the near future. Funding for this project needs to be a priority for the water department.

4. Streets-Commissioner Sipple reported the contract to repair some sidewalks has been awarded to Shea's Concrete of Milford. Mr. Shea is hoping to get the project completed before cold weather sets in. Commissioner Sipple made arrangements to have new sidewalks replaced around the historical park. Today she was told by a member of the historical society they would like to have a brick design in the cement. Commissioner Sipple will look into the matter.

Ms. Pat Correll said there is no sidewalk in front of the homes of Paul Lynch and Jim Arrington on S. Main Street.

## **V. OLD BUSINESS**

1. Commissioner Singman said he is proposing the police chief's computer be given to Alma Fleetwood, and the cost would be less than \$100 to make it compatible for town hall use. To rebuild a system for the administrative part of the police department would cost \$200 which would include a computer and software. Chief Parsons received a new computer several months ago through grant money.

Commissioner Sipple said there are several pieces of old equipment in the closets downstairs that she would like to see removed.

Commissioner Singman gave President Dalton a letter from the police department for reimbursement (\$18.90) for mileage to Michael Deitz who attended a class in Dover.

2. President Dalton reported the community trash collection flyers were mailed last week, and so far approximately 100 residents have signed up. The contractor will be distributing curbies this week and the first pick up will start next week for those who signed up for November. The signed flyer must be turned into the office for anyone who wants to have their trash picked up under the town contract.

3. President Dalton said he wanted to have the lease signed today for the rental of the back part of town hall for the doctor's office, but the lease did not arrive in time before the meeting. The question from last month pertained to whether renting the back part of the town hall would require all the town hall to be made handicap accessible because of ADA. President Dalton said he checked with state and county officials, and there is no problem. To get a request in writing the Town would have to hire a firm to do an ADA audit but the county does not do the inspections. Because the town meetings are currently held upstairs a complaint would have to be filed by a resident before the county would take action. The town would have a year to bring the building into compliance. The doctor would like to take possession on the fifteen of this month. President Dalton said the Commission is asking for a three-year lease. The lease states that once improvements are made upstairs, the doctor will move his office to the second floor leaving the first floor for a permanent meeting area.

Commissioner Singman stated while the revenue sounds good, he still has major reservations on leasing the building at this time.

President Dalton explained the lease revenue would give the Commission the opportunity to replace the heat and air system in that part of the building, because the budget does not allow for the \$10,000 needed for that project. President Dalton said the Town does qualify for a chair lift to be installed through the Community Block Grant Program.

Mr. Joe Conaway stated he talked with Mr. Bill Lecates and found the Town not eligible for such a grant. President Dalton said the doctor would be paying for any renovations. The town personnel removed the alderman's bench in the back room. Mr. Conaway asked why the Commission did not look at renting the police department building

to the doctor and moving the police department to the town hall? Mr. Conaway said approximately \$35,000 could be saved by such a move. President Dalton said that move was not considered. Mr. Conaway explained that the Town is maintaining a building that usually has only one person.

President Dalton stated that last month he received the Commission's approval to accept the lease from the doctor's office, and Commissioner Singman did not agree because of the ADA questions. Now that the questions have been answered President Dalton asked for a motion. President Dalton said we would still have access to the water panel until it gets moved to the WWTP. The panel will be covered up until it is moved. Commissioner Singman asked if control substances would be stored in that office. Mr. Conaway asked if the doctor had hospital rights in Delaware. President Dalton could not answer that question.

Commissioner Sipple asked if it does not work out with the doctor in several months, could the Commission get out of the lease.

**MOTION:** Commissioner Singman made a motion to table the lease discussion until questions from the Commission and citizens have been answered. Motion was seconded by Commissioner Miles and carried unanimously.

## **VI. NEW BUSINESS**

1. President Dalton announced that Chief Parsons and Doug Jones attended a workshop pertaining to disaster emergency evacuation sponsored by the Sussex County Emergency Operation Center in October.

2. President Dalton said the attorney for the Town is reviewing the federal regulations pertaining to the flood area insurance ordinance. The minutes from 1991 states there was a second reading of a flood insurance ordinance, but there is no record of a first reading of the ordinance.

3. A septic hauler application was received from Mr. Donald Jones for year 2001.  
**MOTION:** Commissioner Sipple made a motion to accept the permit application. Motion was seconded by Commissioner Greason and carried unanimously.

4. President Dalton announced that the 2001 Commission Election will be held on January 13, 2001. The deadline for candidates to file is December 15, 2000 by noon. The three positions available are: A one year term and two two-year terms. The terms of Commissioners Dalton, Miles and Singman will expire in December. Hold over Commissioners will be Commissioners Sipple and Greason.

Residents may register to vote in the Town Election until January 3, 2001.

5. President Dalton stated that a few years ago the Commissioners moved to lower the rates on the sewer service line that extends to the Gateway Plaza to show community support for a merchant in that area. By making such a move it lowered the income on the line for other businesses that might sign up. The agreement with the plaza states that the Town pay half of everything that comes in from the sewer line and impact fees to the Scott family.

President Dalton proposed that the Commission rescind the change that was made in 1997 and place the sewer line rate back to the \$1500 per EDU as it is for other areas. The change will require two readings to complete the change. MOTION: Commissioner Greason made a motion to hold a special meeting, November 27, 2000 (7:00 PM), to consider a new resolution pertaining to the plaza sewer line rates. Motion was seconded by Commissioner Miles and carried unanimously.

## **VII. CITIZEN'S PRIVILEGE**

1. Dr. Kevin Carson, Woodbridge School superintendent, said he came to inform the Commission of the positive things going on in the school and to voice a concern. The district is now using the block scheduling program, and there is a Senior Project to help students who will be graduating this year. Dr. Carson said space continues to be an issue in the district. Because of growth in the area, the district is currently using 17 modular classrooms. Woodbridge is the second fastest growing district in the state. The district is working on a dress code that is suitable for the students and adults. The school staff is working very hard on student conduct. He said as every school district experiences, Woodbridge still has their difficulties and challenges but steps are being taken to better the district.

Dr. Carson explained that because of the discipline difficulties in the school three years ago, the district was eligible for several grant programs to help supplement such difficulties in the school. The district has been informed that they will not be receiving the \$100,000 grant this year, which could present a problem. Dr. Carson stated the district hopes they can figure a way to keep the SRO program.

Dr. Carson said after reviewing the October, 2000 minutes, he has a concern regarding some of the statements within those minutes. He stated he did not think the Commission meeting was a place to get into those types of issues. He encouraged the Commission if they had concerns, real or imaginary, the door is open to discuss any issues.

2. Mr. Conaway stated the financial report shows the Town is still having financial problems. The Commission cannot keep spending money it does not have.

Mr. Conaway said he believes the agreement with Greenwood is a good one. The agreement calls for a 800,000 gallon capacity for the plant. Greenwood was giving 80,000 of that capacity which trigger all the formulas. Mr. Conaway said a percentage from Greenwood was to be placed in the sinking fund, and over eleven years that fund should be approximately \$50,000. Presently, the financial report shows only \$3,000 in that fund. President Dalton explained that money was spent out of the sinking fund last year for projects that were approved.

Mr. Conaway stated the Town still has not paid the \$9,000 to the University of Delaware for the Comprehensive Plan., and there is no money to do so.

Mr. Conaway asked President Dalton to give an update on the Western Sewer District that would be run by the county. Participation is to include all Towns. President Dalton said Sussex County has identified approximately \$122 million that needs to be available for the upgrades of sewer systems in this county. The county has made application to the state for a grant for \$60 million of that money to be paid by the state.

President Dalton said his the position voiced to the county and to SCAT was that this problem has not been created by the Towns that are being required to solve the problem as far as the TMDL's are concerned. Those decisions were made on a state and federal level. He believes we should go back and work with the state and federal level authorities concerning the size. A spray irrigation program would cost approximately \$3 million with phase two costing \$6 million. Bridgeville cannot afford to add to the \$4 million loan already in place.

Mr. Conaway attended a Regional Planning meeting and was disappointed Bridgeville did not have a representative at that meeting. President Dalton said he is involved with the committee that will be addressing this matter with the county.

3. Commissioner Greason explained the maximum capacity of the WWTP plant is 800,000 gallons which is based on actual water pumped through the plant. The plant can pump that amount, but the RBC's are not capable of treating all the waste. The engineers have recommended we adjust the formula in the Greenwood Agreement. Commissioner Greason said the Greenwood Agreement definitely needs to become more equitable.

4. President Dalton explained to Mr. Philip Davis the new trash containers are to be a ninety gallon curbie for residents. Businesses can either stay with their current carrier or negotiate with Superior Sanitation for a contract.

#### **VIII. EXECUTIVE SESSION**

MOTION: Commissioner Miles made a motion to convene to executive session at 8:45 P.M. Motion was seconded by Commissioner Singman.

The Commissioners reconvened to regular session at 9:15 P.M. President Dalton stated only personnel police department matters were discussed in executive session. There were no votes or motions made.

#### **IX. ADJOURNMENT**

MOTION: Commissioner Singman made a motion to adjourn the meeting at 9:15 PM. Motion was seconded by Commissioner Sipple and so carried.

Respectfully Submitted,



Margaret W. Sipple  
Commission Secretary